

Town Hall Building Committee Minutes

Town of Upton



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**Date: October 15, 2013**

**Location: Temporary Town Hall, lower level, 3 Milford Street**

**A: Call to Order**

The meeting was called to order at 7:00 pm

**B: In Attendance**

- Kelly McElreath, Committee Chair
- Michelle Goodwin, Committee Member
- Steve Rakitin, Secretary

**C: Discussion Items**

**Update on construction and change requests:**

1. Additional ledge and rocks need to be removed at a cost of \$6,400 (per CR13, which has been reviewed and tentatively approved). Pezzuco stated that addition ledge will most likely be uncovered in the CCTV Room area also. At 3 column-footing locations, ledge prevents full depth of footing.
2. Concrete pouring in the basement footings and underpinnings as well as slab for elevator should start this week. Formwork, rebar is in progress for column and bearing wall footings. Pour is scheduled for 10/18.
3. Underpinning work - 2 excavation locations for underpinning were complete on south wall, and underpinning excavations were in progress on the north wall.
4. Pezzuco noted that the floor in the mechanical room is only about 2 inches thick and may need to be removed and a new floor poured that is much thicker to support the equipment.
5. Elevator shaft - Pezzuco and MKA will review dimensions to assure that the elevator shaft does not penetrate the roof.
6. Plasterwork above the proscenium arch is still under review. Structural engineer confirmed that the crack in wood arch is just in the wood casing of the arch and is not a structural problem.
7. Bat guano has been removed.
8. 10% and 10% for Pezzuco and subs has been agreed for change orders.

9. Masonry work - Helical tie installation on the brick veneer is nearly complete. Exterior masonry repairs along south wall have been completed.
10. A change to the design of the interior sub-drainage system is being installed. This change order should result in a credit. Will have perimeter drain for fan coil condensate and trench drains along rear wall.
11. Boiler pit removal will commence after the underpinning and steel work is done - in about two weeks.
12. Two interior brick walls have been removed and temporary supports installed.
13. Front steps have been removed. Exterior site excavation is in progress.

**Committee Actions:**

1. Motion was made and seconded to approve \$10,000 payment for Vertex for the month of September. Approved by unanimous vote.
2. Motion was made and seconded to approve \$28,096.10 for MKA invoice through Sept 30. Approved by unanimous vote.
3. Motion was made and seconded to appoint Michelle and Steve to represent the Town Hall Building Committee on the Upton Heritage Commission committee that will be planning next year's Heritage Weekend festivities. Approved by unanimous vote.

**D: Next Meeting and Other Upcoming Dates**

- Next committee meeting tentatively planned for Oct 29th
- Special Town Meeting on Nov 19th - CPC will vote to approve first loan payment.

**E: Meeting Adjourned**

Meeting adjourned at **8:25 pm**

Respectfully submitted

Steven Rakitin  
Secretary